

**Drinkstone Parish Council year ending 31st March 2016**

**2015/2016**

**Receipts**

Precept	£	3,575.00
MSDC grant	£	16.67
MSDC grant - Grit bins	£	400.00
Transparency grant	£	552.19
SCC Grant - defib	£	300.00
Donations	£	37.50
Bank Interest	£	9.74
Refund VAT		
	£	<u>4,891.10</u>

**Allotments**

Rents	£	190.00
Wayleave	£	56.99
	£	<u>246.99</u>

**Total Receipts**

£ 5,138.09

**Payments**

Salaries	£	1,732.54
Expenses	£	40.90
training	£	25.00
Grass Cutting	£	406.25
S137 - Defib	£	594.17
Subscriptions	£	227.00
Insurance	£	364.97
internal audit	£	25.00
Elections	£	736.11
Hall Hire	£	240.00
Litter Bins	£	225.00
ICO registration	£	35.00
Website	£	10.00
Repairs & Maint	£	45.65
Vat	£	167.93
	£	<u>4,875.52</u>

**Allotments**

Water	£	143.75
Maintenance	£	220.00
Vat	£	363.75
	£	<u>5,239.27</u>

**Total Payments**

£ 5,239.27

**Net payments & Receipts**

-£ 101.18

**Cash Reserves**

Opening Reserves	£	5,360.21
Nett Movement	-£	101.18

**Closing Reserves**

£ 5,259.03

**Represented by:**

Cash at Bank - Current	£	2,096.24
- Deposit	£	2,669.53
- Savings	£	5.27

Lloyds - Allotments	£	487.99
Petty Cash	£	-

£ 5,259.03

**Fixed and Long Term Assets**

As per Asset Register	£	20,753.00
-----------------------	---	-----------

**Closing Reserves made up of:**

Playingfield	900
Election	£0.00
Defibrillator	£186.83
General reserve	£3,684.21

Allotments	£487.99
------------	---------

£5,259.03

**Drinkstone Parish Council: Payments against Budget 2015-2016**

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total so far	var	Budget 2015-2016	Actual 2014-2015	Variances against budget
<b>PAYMENTS</b>									
Clerk's salary	£200.43	£212.79	£471.60	£583.92	£1,468.74	-263	£1,732.00	£613.00	
HMRC Tax & NI				£263.80	£263.80	264		£30.00	
Payroll services				£0.00	£0.00	0		£36.00	
Admin expenses	£6.36		£14.00	£20.54	£40.90	-9	£50.00	£9.00	includes travel to salc & % of course £8.80
Grass cutting	£62.50			£343.75	£406.25	-129	£535.00	£525.00	less cuts than contracted giving saving
Section 142					£0.00	0		£40.00	
Grants S137					£0.00	0			
Salc Subscription	£227.00				£227.00	-3	£230.00	£221.00	
Insurance		£364.97			£364.97	4	£361.00	£361.00	increase on tax part of premium
CAB donation					£0.00	0		£142.00	
Allotments					£0.00	-147	£147.00	£76.00	Saving did not purchase text books
Local Council Admin text book					£25.00	25		£98.00	no budget virement from text books
Training	£25.00				£25.00	-5	£30.00	£25.00	
Internal Audit	£25.00				£0.00	0			
External Audit				£240.00	£240.00	0	£240.00	£220.00	
Hall Hire					£736.11	736			Reserve 615, £121 from reserves
Election expenses		£736.11			£225.00	0	£225.00	£185.00	
Dog bin emptying	£225.00				£594.17	594			from defib reserve, spent under S137
Defibrillator S137	£64.17	£530.00			£35.00	35			not budgetted from reserves
ICO Registration					£0.00	0		£1,191.00	
Notice Board					£0.00	0		£45.00	
Playingfield Maintenance				£45.65	£45.65	46		£52.00	not budgetted from reserves?
Playingfield Inspection					£0.00	0			
Village maintenance				£10.00	£10.00	0	£10.00	£10.00	
Website						0			
Sub-total	£835.46	£1,843.87	£485.60	£1,542.66	£4,707.59		£3,610.00	£3,879.00	
VAT paid	£50.00	£106.00	£2.80	£9.13	£167.93	168		£313.00	
<b>Total</b>	<b>£885.46</b>	<b>£1,949.87</b>	<b>£488.40</b>	<b>£1,551.79</b>	<b>£4,875.52</b>		<b>£3,610.00</b>	<b>£4,192.00</b>	

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total so far		Budget 2014-2015	Actual 2013-2014
<b>RECEIPTS</b>								
Precept	£1,787.50	£1,787.50			£3,575.00	0	£3,575.00	£3,297.00
MSDC Grant	£16.67				£16.67	0	16.67	£25.00
SCC Locality Budget- def	£300.00				£300.00	300		£300.00
MSDC Locality - grit bin				£400.00	£400.00			
Interest	£1.77	£2.67	£2.65	£2.65	£9.74	10		£6.00
Defibb donations				£37.50	£37.50	38		£406.00
trans grant				£552.19	£552.19	552		
Sub-total	£2,105.94	£1,790.17	£2.65	£992.34	£4,891.10		£3,591.67	£4,034.00
VAT recovered					£0.00	0		£313.00
<b>Total</b>	<b>£2,105.94</b>	<b>£1,790.17</b>	<b>£2.65</b>	<b>£992.34</b>	<b>£4,891.10</b>		<b>£3,591.67</b>	<b>£4,347.00</b>

Allotment Account

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total so far	var	Budget 2015-2016	Actual 2014-2015	Variances against budget
<b>Allotment Account</b>									
<b>PAYMENTS</b>					£0.00	0			
Water	£6.97	£89.98	£46.80		£143.75	144		£116.00	No budget process for Allotments
Maintenance			£220.00		£220.00	220			
VAT paid					£0.00	0			
<b>Total</b>	<b>£6.97</b>	<b>£89.98</b>	<b>£266.80</b>	<b>£0.00</b>	<b>£363.75</b>		<b>£0.00</b>	<b>£116.00</b>	
<b>RECEIPTS</b>									
Allotments Rents	£138.00		£52.00		£190.00	190		£190.00	
Wayleave		£56.99			£56.99	57		£55.00	
VAT paid					£0.00	0			
<b>Total</b>	<b>£138.00</b>	<b>£56.99</b>	<b>£52.00</b>	<b>£0.00</b>	<b>£246.99</b>		<b>£0.00</b>	<b>£245.00</b>	

Total Payments £892.43 £2,039.85 £755.20 £1,551.79 £5,239.27

Total receipts £2,243.94 £1,847.16 £54.65 £992.34 £5,138.09

Nov 2015 Budget virements made; inccese payroll from 1012 to 1732 up by 720  
made up from £30 payroll, £50 reps exp, £186 training, £254 play main, £200 vill main = £720

## DRINKSTONE PARISH COUNCIL - BALANCE SHEET

Balance as at March 2016

Opening balance as at 01.04.15	£2,090.40
Santander - Current Account **182	£5.27
Santander - Deposit Account **607	£2,659.79
Santander - Deposit Account **091	
Lloyds - Current Account **560	£604.75
	<b>£5,360.21</b>

Less payments for 1 April to 30 June 2015	£892.43
Less payments for 1 July to 30 September 2015	£2,039.85
Less payments for 1 October to 31 December 2015	755.2
Less Payments for 1 January to 31 March 2016	1551.79
	<b>£5,239.27</b>

Plus receipts for 1 April to 30 June 2015	£2,243.94
Plus receipts for 1 July to 30 September 2015	1847.16
Plus receipts for 1 October to 31 December 2015	54.65
Plus receipts for 1 January to 31 March 2016	992.34
	<b>£5,138.09</b>

**£5,259.03**

### Bank Reconciliation

Balance as at 31 Mar 2016 **£2,368.63**  
**Santander - Current Account \*\*182**

less payments issued but not cashed  
clerk 162.79, hmrc 109.60 **£272.39**

Plus receipts not shown on bank statement

**Santander - Deposit Account \*\*607** **£5.27**  
**Santander - Deposit Account \*\*091** **£2,669.53**

**£4,771.04**

Allotments **£487.99**  
**Lloyds - Current Account \*\*560**  
less payments issued but not cashed

**£5,259.03**

### Reserves

Playingfield	£900.00
Election £615 - £736.11	£0.00
defibrillator £406 + £300 + £37.50 = £743.50 - £594.17 +37.50	£186.83 Any spending by council must be S137
general reserve	£3,684.21
	£4,771.04
Allotments	£487.99
	£5,259.03

## View transactions

Account: BUSINESS SAVINGS ACCOUNT - 09-01-50 03690091 - View Only

Alerts on this account: 0 - They're FREE and take seconds to [set up](#)

Current balance: £2,670.43

Available balance: £2,670.43

Show transactions:

from // to //

To search for transactions by amount or type, use [advanced search](#).

Capital repayments are shown below. Interest repayments are not shown.

The latest transactions for your account are shown below. If you would like to [switch off your paper statements](#), it's very easy to do.[Download transactions](#)

## Transactions

1-6 transactions

DATE	DESCRIPTION	MONEY IN	MONEY OUT	BALANCE
01/04/2016	INTEREST PAID AFTER TAX 0.23 DEDUCTED	£0.90		£2,670.43
01/03/2016	INTEREST PAID AFTER TAX 0.21 DEDUCTED	£0.85		£2,669.53
01/02/2016	INTEREST PAID AFTER TAX 0.23 DEDUCTED	£0.90		£2,668.68
01/01/2016	INTEREST PAID AFTER TAX 0.23 DEDUCTED	£0.90		£2,667.78
01/12/2015	INTEREST PAID AFTER TAX 0.22 DEDUCTED	£0.88		£2,666.88
02/11/2015	INTEREST PAID AFTER TAX 0.23 DEDUCTED	£0.90		£2,666.00

31st Mar

1-6 transactions

[Online Banking Guarantee](#)[Site Help & Accessibility](#)[Security & Privacy](#)[Terms & Conditions](#)[Legal](#)

28/04/2016

## View transactions

Account: BUSINESS SAVINGS ACCOUNT - 09-01-50 03827607 - View Only

Alerts on this account: 0 - They're FREE and take seconds to [set up](#)

Current balance: £5.27

Available balance: £5.27

### Show transactions:

from // to //

To search for transactions by amount or type, use [advanced search](#).

Capital repayments are shown below. Interest repayments are not shown.

The latest transactions for your account are shown below. If you would like to [switch off your paper statements](#), it's very easy to do.

## Transactions

There are no transactions for the date range you have chosen. Please try a different date range.

[Online Banking Guarantee](#)

[Site Help & Accessibility](#)

[Security & Privacy](#)

[Terms & Conditions](#)

[Legal](#)

28/04/2016

## View transactions

Account: **CLOSED ISSUE - BACKBOOK - 09-01-55 91225182 - View Only**Alerts on this account: 0 - They're FREE and take seconds to [set up](#)Current balance: **£3,910.57**Available balance: **£3,910.57**

## Show transactions:

from // to //

To search for transactions by amount or type, use [advanced search](#).

Capital repayments are shown below. Interest repayments are not shown.

The latest transactions for your account are shown below. If you would like to [switch off your paper statements](#), it's very easy to do.[Download transactions](#)

## Transactions

## 1-18 transactions

DATE	DESCRIPTION	MONEY IN	MONEY OUT	BALANCE
				£3,910.57
25/04/2016	BANK GIRO CREDIT REF MIDSUFFOLK GEN PAY, MID SUFFOLK DC	£2,289.33		
			£475.20	£1,621.24
14/04/2016	C 400		£109.60	£2,096.44
13/04/2016	C 398		£162.59	£2,206.04
12/04/2016	C 399			<b>£2,368.63</b>
31/03/2016	FASTER PAYMENTS RECEIPT REF TRANSPARENCY FUND FROM SFK ASN LOCAL CNC	£552.19		
			£343.75	£1,816.44
24/03/2016	C 394		£146.03	£2,160.19
17/03/2016	C 395		£240.00	£2,306.22
10/03/2016	C 396			£2,546.22
07/03/2016	BANK GIRO CREDIT REF MIDSUFFOLK GEN PAY, MID SUFFOLK DC	£400.00		
			£145.83	£2,146.22
18/02/2016	C 393		£35.00	£2,292.05
17/02/2016	C 392		£10.00	£2,327.05
10/02/2016	C 391			£2,337.05
09/02/2016	CHEQUE PAID IN AT BURY ST EDMUNDS 57 AS	£37.50		
			£54.78	£2,299.55
21/01/2016	C 390		£154.20	£2,354.33
18/01/2016	C 389		£149.81	£2,508.53
14/01/2016	C 388		£471.60	£2,658.34
10/12/2015	C 387		£16.80	£3,129.94
17/11/2015	C 386			

- 162.79 Clerk  
 109.60 HMR  
 = 2096.24

## 1-18 transactions

Online Banking Guarantee

Site Help &amp; Accessibility

Security &amp; Privacy

Terms &amp; Conditions

Legal

## View Statement Entries - 30642220252560

Date	Type	Descpn	CR/DR	Balance	Sheet No.	Batch No.
<u>22/12/2015</u>	CHQ	000030	46.80DR	487.99	30	
<u>11/04/2016</u>	FPI	YOUNGS&YOUNGS ALLOTMENT PLOT 4&5 432273756390904001 404776 10 09APR16 09:36	12.00	499.99	U	
<u>12/04/2016</u>	FPI	D HOLLINGS ALLOTMENT 5A 200000000193307715 309823 10 12APR16 18:09	6.00	505.99	U	
<u>15/04/2016</u>	FPI	DOUGLA-BEVER BEVERIDGE ALLOTMEN 464660314301514001 401722 10 15APR16 10:34	6.00	511.99	U	
<u>20/04/2016</u>	TFR	D KENT ALLOTMENT PLOT 6&7	12.00	523.99	U	
<u>25/04/2016</u>	FPI	J VINCENT PLOT 4 300000000200584004 309823 10 24APR16 18:06	6.00	529.99	U	
<u>27/04/2016</u>	TFR	M CHANDLER ALLOTMENT PLOT 7	12.00	541.99	U	

# Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

DRINKSTONE PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	5076	5360	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	3297	3575	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1295	1563	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	613	1732	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	3695	3507	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	5360	5259	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	5360	5259	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	19562	20753	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
	YES		

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date

I confirm that these accounting statements were approved by this smaller authority on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date